

WYOMING BOARD OF COSMETOLOGY
BOARD MEETING
July 18, 2016

Location: Parkway Plaza
Senate Room
Casper, Wyoming

Time: 9:00 a.m.

Call to order

President Dennis Schildhauer called to order the regular meeting at 9:01 on July 18, 2016 at Parkway Plaza, Senate Room, Casper, Wyoming.

1. Roll call:

- Pinky Chesser conducted roll call determining there was a quorum. The following persons were present: President Dennis Schildhauer, Vice President, Brenda Schwartzkopf (attended by conference call), Board members, Jalinna Ellis and Wendy Gray. Also in attendance were Betty Abernethy Executive Director, Sharon Bennett, Administrative Assistant, Matt Cisneros, staff inspector, and new staff inspector, Jean Soto.

2. Deviation from the Agenda: Motion was made by Wendy Gray, to deviate from the agenda if necessary, seconded by Jalianna Ellis, motion carried. 4-0

3. Agenda Consent List: Motion made by Pinky Chesser, seconded by Wendy Gray to approve the following consent list, motion carried – unanimous.

- Meeting minutes from May 23, 2016 Board meeting
- Personal license renewal and new applications from May – June, 2016
- Independent Contractor renewal and application – 8/17

4. Executive Director Report:

- Financial Statements – May - June
- Betty reported that the Electronic Remote inspection development and it is still in the process and hoping now for a start before the end of the year.
- 2017 Dates are set and contracts in the works
- Report on the new BFY 17 spending authority. Betty reported the budget is set and we will be looking for ways to cut just in case revenue declines due to the down turn in the economy.

5. Inspectors Report: (Attached) a total of 527 inspection have taken place since the first of January 2016. This includes salons and independent contractors.

6. Unfinished Business:

- Examiner training – mandatory. September 9 – 11. The Board will arrive on Thursday the 8th and depart after exams on Sunday the 11th. There will be no board meeting in September. All business will be forwarded to the September 8th meeting.
- Rules update – The end of the comment period for the proposed rule changes for chapters 1 through 13 falls on Friday, August 5, 2016. The Board scheduled a special meeting to schedule a hearing if necessary or to adopt the final rules to move them forward to the Governor. This meeting will be held on Sunday morning, August 7, 2016, in Cheyenne, preceding the NIC School overview. 9:00 a.m. in the Hearing Room at 2515 Warren Avenue, Cheyenne. WY
- The School overview has been scheduled for August 7, 2016 in the hearing room at 2515 Warren Avenue, Cheyenne. The Public Service Commission has loaned the Board the room at no cost for this function. All Schools have been notified and have responded. We expect attendance from all 10. Shawn Conder from NIC will be presenting the information to the Board and the Schools.
- NIC Annual Conference – will be held in Tampa, Florida, September 30th through Monday, October 3, 2016. The Executive Directors meetings will be held on September 29-30, just prior to the full conference. The motion was made by Jalainna that Pinky and Wendy attend representing Wyoming, Seconded by Brenda, motion carried unanimous. Betty will make all arrangements. To save costs Wendy and Pinky will share a room. Jalainna will also go as the NIC Region 3 director. Most travel expenses will be reimbursed to her as a National Board member. As in the past the balance will be paid by Wyoming as she is representing the state as a board member. President Schildhauer approved the travel as set in Board Policy.
- Betty reported on the interview process for the inspector position created with Brenda Mathre's retirement. A total of 10 applications were received, of those, 4 qualified. After interviewing all four, it was determined that Jean Soto had the best qualifications for the position and she has accepted the position. First date of employment is July 8, 2016
- Barber Examination – Betty has worked with the Board of Barbers to schedule regular examinations on the Saturday prior to the Cosmetology exams. With the signing of the new Barber rules, the Barber school and crossover program

are in full swing. As long as there is a need for the exam we will proceed on this schedule.

7. New Business:

- 2017 dates- The dates for 2017 examinations have been confirmed and the contracts are in progress. We were assured by the Parkway Plaza that if we booked them early we would get the same rates as 2016. The motion was made by Wendy, seconded by Jalainna, motion carried unanimously.
- Betty gave the Board information on our newly assigned prosecuting attorney, Jessica Frint. She is eager to work with the board.
- The Board also discussed a time line for implementation of the new cosmetology program with the reduction of hours. If the proposed rules are signed it will reduce the cosmetology program from 2000 hours to 1600 hours. To make the program work, it has been suggested to start enrollment for the new program January 2017. Of those students that fall between the totals, the board will review on an individual basis to see if they meet the new criteria. The motion was made by Pinky, seconded by Wendy to approve the timeline. Motion carried unanimously.

- 8.** With no further business before the Board, Wendy made the motion to adjourn, seconded by Brenda, Meeting adjourned. 10:30 a.m.

Respectfully Submitted:

Tregay "Pinky" Chesser – Secretary

Prepared by Betty Abernethy-Executive Director.